



**State of New Jersey**  
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS  
POST OFFICE BOX 340  
TRENTON, NEW JERSEY 08625-0340

JON S. CORZINE  
*Governor*  
*Commander-in-Chief*

☆☆  
GLENN K. RIETH  
*Major General*  
*The Adjutant General*

**DEPARTMENTAL DIRECTIVE**  
**NO. 451.2\***

**12 July 2006**

**MOTOR VEHICLES**

**SPECIAL NEW JERSEY NATIONAL GUARD LICENSE PLATES**

- 1. PURPOSE:** This Directive establishes the policies and procedures for making application for New Jersey National Guard (NJNG) Special Motor Vehicle License Plates.
- 2. APPLICABILITY:** This application is applicable to active, retired, or honorably-separated members of the New Jersey Army or Air National Guard (NJARNG/NJANG) who are residents of New Jersey.
- 3. REFERENCES:**
  - a. New Jersey State Public Law No. 1979, Chapter 456
  - b. New Jersey State Public Law No. 1983, Chapter 132
  - c. Chapter 3, Title 39, Motor Vehicle, New Jersey Statutes Annotated.
- 4. DEFINITIONS:** A "motor vehicle" is defined as a four-wheel, passenger type vehicle owned by the applicant.
- 5. RESPONSIBILITY:**
  - a. The Chief, Administrative Service Bureau, Information and Administration Services Division (IASD-ASB) is responsible for management of this program. IASD-ASB will retain a roster of the plates issued by New Jersey Motor Vehicle Services.

***\*Supersedes Departmental Directive 451.2, dated 1 September 2003***

- b. The Unit Commander is responsible for certification that the applicant is an active member of his/her National Guard unit. A copy of Department of Defense Form DD-214 will be required of applicants who are retired or honorably discharged.
- c. The IASD-ASB Records, Archives, Licenses and Vehicles (RALV) Section Chief will:
  - (1) Review application.
  - (2) Verify retired and/or honorably separated personnel.
  - (3) Process application; assign and maintain a roster of the license plate number(s) issued.
  - (4) Forward application to New Jersey Motor Vehicle Services Special Plate Unit.
- d. The New Jersey Motor Vehicle Services, Special Plate Unit, is responsible for ensuring the application is in compliance with Title 39, N.J.S.A. and issue license plates.

## **6. PROVISIONS:**

- a. A motor vehicle that is rented, leased or used for commercial or business purpose by the applicant will not be issued NJNG plates.
- b. An applicant who owns more than one motor vehicle shall be limited to two sets of NJNG Plates.
- c. NJNG plates may be transferred to another motor vehicle upon sale of the original vehicle for which the plates were issued.

Transfer fee will be established by the NJMVS.

- d. The Chief, IASD-ASB, will coordinate for The Adjutant General (TAG) the assignment of special numbers to be attached to the application(s) forwarded to NJMVS Special Plate Unit.
- e. It is unlawful for any person issued NJNG Plates to knowingly permit them to be displayed on any vehicle other than the vehicle which the plates were issued to.
- f. Lost or stolen plates may be replaced at a fee to be determined by the NJMVS.

g. Fees:

- (1) Regular plates \$ 15.00
- (2) Personalized \$ 50.00

h. The NJMVS will issue and mail the NJNG Plates directly to the applicant's address as stated on the application.

i. The provisions of these Public Laws are supplementary to the Laws of the State of New Jersey pertaining to the registration of motor vehicles and nothing herein shall be construed as abridging or repealing any such laws.

**7. PROCEDURES:**

a. For current active members of the NJARNG/NJANG:

- (1) A special application (Figure 1) may be obtained from the Unit Administrative Office.
- (2) If application is not available at the Unit Administrative Office, contact the Department of Military and Veterans Affairs Vehicle Coordinator (IASD-ASB-RALV) at (609) 530-6866.
- (3) Attach check made payable to "NJ Motor Vehicle Services" and a copy of current vehicle registration to application. Mail to:

NJ Motor Vehicle Services  
Special Plate Unit  
25 So. Montgomery Street  
Trenton, NJ 08666

b. For NJNG retired or honorably separated:

- (1) Contact The Department of Military and Veterans Affairs Vehicle Coordinator (IASD-ASB-RALV) at (609) 530-6866 to request an application.
- (2) Attach copy of DD-214 or NGB-22, a copy of current New Jersey vehicle registration and a check payable to "NJ Motor Vehicle Services" to application and mail to:

Department of Military and Veterans Affairs  
ATTN: 1SG (Ret) Edward E. Turrian (IASD-ASB-RALV)  
PO Box 340  
Trenton, NJ 08625

**8. SURRENDER OF NJNG LICENSE PLATES:**

a. NJNG License Plates may be retained as long as issued owner desires, however, following conditions will dictate:

- (1) Whenever the holder of the plates ceases to be a current and active member for reasons other than retirement or honorable discharge.
- (2) Whenever the TAG has determined that the holder of the plates has violated NJ Motor Vehicle Laws to the point of embarrassment to the NJNG.
- (3) Whenever the owner of the plate dies, the next of kin will surrender plates to NJMVS within 90 days.

b. Plates may be surrendered at any NJMVS Inspection Station.

(Figure 1)

<p><b>N.J. DIVISION OF MOTOR VEHICLES - 609-292-0800</b>  <b>SPECIAL PLATE UNIT - 25 SO. MONTGOMERY STREET</b>  <b>TRENTON, NEW JERSEY 08666</b></p> <p><b>INSTRUCTIONS: DO NOT DETACH THIS STUB.</b> Fill in your name and address on the other side of it. Complete all sections of the application. <b>PRINT CLEARLY OR TYPE.</b> Enter the vehicle description <b>EXACTLY</b> as it appears on the registration certificate. Vehicle <b>MUST</b> be owned by the applicant. See information sheet.</p> <p>Have your Unit Commander sign the certification on the reverse side that you are a member of his unit.</p> <p>Return the complete application to the <b>EXACT</b> address shown above together with:</p> <ol style="list-style-type: none"> <li>1. A PHOTOCOPY OF THE CURRENT VEHICLE REGISTRATION CERTIFICATE.</li> <li>2. A check or money order for \$15, payable to N.J. Division of Motor Vehicles.</li> </ol>	<p style="text-align: center;"><b>NATIONAL GUARD PLATE APPLICATION</b></p> <p>SPU-57 (3/80)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">FOR DIVISION USE <input checked="" type="checkbox"/></td> <td style="width: 10%;">ISSUED</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td colspan="2">REGISTRATION EXPIRES MONTH _____ YEAR _____</td> <td colspan="8">FULL SERIAL NUMBER OF VEHICLE</td> </tr> <tr> <td colspan="6">NAME OF REGISTERED OWNER</td> <td colspan="4">DRIVER LICENSE NUMBER</td> </tr> <tr> <td colspan="6">STREET ADDRESS</td> <td colspan="2">CITY</td> <td colspan="2">STATE</td> <td colspan="2">ZIP CODE</td> </tr> <tr> <td colspan="2">VEHICLE MAKE</td> <td colspan="2">YEAR</td> <td colspan="2">VEH. TYPE</td> <td colspan="2">WEIGHT CLASS</td> <td colspan="2">COLOR</td> <td colspan="2">MODEL</td> </tr> <tr> <td colspan="4">YOUR BIRTH DATE</td> <td colspan="2">SEX</td> <td colspan="6">PRESENT PLATE NUMBER</td> </tr> </table> <p>I certify the statements on this application are true and I understand I must surrender the National Guard license plates to the Division of Motor Vehicles within 15 days after my association with the N.J. National Guard is terminated.</p> <p>SIGN HERE X _____ DATE ____/____/____</p> <p style="text-align: center; font-size: small;">NECS/RTN-12740-0</p>	FOR DIVISION USE <input checked="" type="checkbox"/>	ISSUED									REGISTRATION EXPIRES MONTH _____ YEAR _____		FULL SERIAL NUMBER OF VEHICLE								NAME OF REGISTERED OWNER						DRIVER LICENSE NUMBER				STREET ADDRESS						CITY		STATE		ZIP CODE		VEHICLE MAKE		YEAR		VEH. TYPE		WEIGHT CLASS		COLOR		MODEL		YOUR BIRTH DATE				SEX		PRESENT PLATE NUMBER					
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<p><b>Certification by National Guard Unit Commander:</b></p> <p>To: Director, New Jersey Division of Motor Vehicles, I the undersigned, do certify that the applicant named herein is a member of the following NJ National Guard Unit.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">UNIT</td> <td style="width: 10%;">AIR</td> <td style="width: 50%;">ARMY</td> </tr> <tr> <td colspan="3">STREET ADDRESS</td> </tr> <tr> <td>CITY</td> <td>STATE</td> <td>ZIP CODE</td> </tr> </table> <p>X _____  Signature of Unit Commander</p>	UNIT	AIR	ARMY	STREET ADDRESS			CITY	STATE	ZIP CODE	<p>Please fill in your name, address and zip code on this plate mailing stub.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="3" style="height: 40px; vertical-align: bottom;">NAME <span style="float: right;">rank</span></td> </tr> <tr> <td colspan="3" style="height: 40px; vertical-align: bottom;">STREET ADDRESS</td> </tr> <tr> <td style="width: 33%; height: 40px; vertical-align: bottom;">CITY</td> <td style="width: 33%; height: 40px; vertical-align: bottom;">STATE</td> <td style="width: 33%; height: 40px; vertical-align: bottom;">ZIP CODE</td> </tr> </table> <p style="text-align: center; font-size: small;">NECS/RTN-12740B-0</p>	NAME <span style="float: right;">rank</span>			STREET ADDRESS			CITY	STATE	ZIP CODE
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The proponent of this Directive is the Information and Administrative Services Division, Administrative Services Bureau (IASD-ASB). Users are invited to submit comments and suggested improvements directly to NJDMAVA, ATTN: IASB-ASB, PO Box 340, Trenton, NJ 08625-0340

OFFICIAL:

GLENN K. RIETH  
Major General, NJARNG  
The Adjutant General

A handwritten signature in dark ink, appearing to read "David S. Sneider", with a long horizontal flourish extending to the right.

DAVID SNEDEKER  
Chief Information Officer  
Acting Director, Information and  
Administrative Services Division

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